

**BY ORDER OF THE COMMANDER  
RAMSTEIN AB 86TH AIRLIFT WING**

**86TH AIRLIFT WING INSTRUCTION 31-201**

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**Security**

**INSTALLATION TRAFFIC CODE**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive 31-1, *Integrated Defense*, AFI 31-218(I), *Motor Vehicle Traffic Supervision*, Air Force Manual (AFMAN) 31-116, *Air Force Motor Vehicle Traffic Supervision* and Army in Europe Regulation 190-1/United States Air Forces in Europe (USAFE) Instruction 31-202, *Driver and Vehicle Requirements and the Installation Traffic Code for the U.S. Forces in Germany*. This publication establishes policies and assigns responsibilities and procedures for compliance with safe and efficient movement of personnel and vehicles for the efficient supervision of motor vehicles, bicycles, roller skates, and pedestrian traffic on Ramstein Air Base (RAB), Vogelweh Air Station (VAS), Vogelweh Family housing Area (VFHA), Einsiedlerhof Air Station (EAS), and Kapaun Air Station (KAS), as well as all other areas under the control of the 86th Airlift Wing (86 AW). This instruction applies to all personnel operating a motor vehicle on any installation under the control of the 86 AW. In accordance with Army in Europe Regulation 190-1/USAFE 31-202, the rules contained herein for procedures for suspension and revocation of USAREUR driving privileges, suspension and revocation authority, and penalties applicable to USAREUR driving privileges shall apply to all United States Air Forces in Europe personnel, both military and civilian, and their family members, and contractors under Air Force contracts. Portions of this instruction, as indicated, apply to German national employees on the installation and personnel without a driver's license. For all Army personnel (military, civilian and contractor personnel and their dependents), the rules and regulations outlined in AE 190-1 are applicable as they relate specifically to the U.S.

forces certificate of license drivers license. Failure to comply with the publication is punishable as a violation of Article 92, Uniform Code of Military Justice (UCMJ). This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by Title 10 U.S.C., Section 8013 delegation by DoDI 6055.4, *Department of Defense Traffic Safety Program*, AFI 31-203, *Security Forces Management Information System*, AFMAN 31-116, AFI 31-218(I) and E.O. 9397 (SSN).

The following System of Records Notices apply: F031, AF SP L, Traffic Accidents

and Violation Reports; F031 AF SP K, Vehicle Administration Records, F031 AF SP E, Security Forces Management Information System (SFMIS).

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### ***SUMMARY OF CORRECTIVE ACTIONS***

1.) There are two tables that identify the traffic point system which is the traffic point assessment tables 3.1. and Attachment 6; 2.) Speed limits were changed to identify installation speed limits would be established by the 86 CES/CEP traffic study; 3.) Paragraphs 7.5.3.2. and 7.6.3.2 repeat one another; 4.) Paragraphs 8.5. through 8.5.5. are not in line with what was provided.

### ***SUMMARY OF CHANGES***

This Interim Change modifies the Suspensions and Revocations chart as identified in USAFE Instruction 31-202. Additionally, it provides administrative corrections, identifies the correct process for DUI/DWI infractions and provides the most up to date information in the traffic point system.

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## Chapter 1

### PROGRAM RESPONSIBILITIES

**1.1. Purpose.** This publication sets forth policies and establishes procedures either not covered by AE 190-1/USAFE 31-202, *Driver and Vehicle Requirements and the Installation Traffic Code for U.S. Forces in Germany*, AFI 31-218(I), or implement stricter requirements than set forth in these publications. This publication will be used to enforce the “rules of the road” in conjunction with AFI 31-218(I), AFMAN 31-116 and AE 190-1/USAFE Instruction 31-202. Realistic "rules of the road" are designed to encourage voluntary compliance with traffic laws and regulations by all pedestrians and operators of motor vehicles (including automobiles, motorcycles, motor scooters and mopeds) and bicycles, skateboards, roller skates, and in-line skates. All pedestrians and operators are personally responsible for obeying traffic rules on all military installations under the control of the 86 AW. Violation of this code provides a basis for disciplinary action under the Uniform Code of Military Justice (UCMJ) for personnel subject to its provisions, as well as appropriate action under other regulations and directives of personnel not subject to the UCMJ.

**1.2. Applicability.** Operation of motor vehicles is a privilege granted by the 86 AW/CC under the provisions contained within this code as derived from the German Motor Vehicle Code and AE 190-1/USAFE Instruction 31-202.

**1.3. Responsibilities:**

1.3.1. The 86 AW/CC delegates the responsibility for revocations and suspensions of driving privileges to the 86th Mission Support Group Commander and Deputy (86 MSG/CC, CD) for offenses on Installations under control of the 86 AW and for off-base offenses in the Kaiserslautern Military Community (KMC).

1.3.2. The 86th Security Forces Squadron (86 SFS) and the 569th United States Forces Police Squadron (569 USFPS) commanders have joint overall responsibility for implementing the traffic code for their respective area of operations. Both units are responsible for ensuring the traffic code is reviewed annually and updated as needed In Accordance With (IAW) AFI 33-360, *Publications and Forms Management*.

1.3.3. The 86 SFS has responsibility for managing the Reports and Analysis (S5R) function for Ramstein Air Base (RAB), as well as the enforcement of the traffic code within the confines of RAB.

1.3.4. The 569 USFPS is responsible for the enforcement of the traffic code on all other Air Force military installations in the KMC. In addition, the 569 USFPS is responsible for the enforcement of traffic codes for the following areas: Theater Logistics Support Center – Europe (TLSC-E) access road from B-37 to the bridge just south of B-40. Sembach Kaserne (SK) to include the Main Gate access road (from L-393 to SK Main Gate). RAB East Gate access road: L-369 from K-22/Jacob-Pfeifferstrasse traffic circle to RAB East Gate turnoff. Any remaining US military facilities in Pirmasens to include: Pirmasens medical depot; K-25 from the East Gate traffic circle to the entrance to Rodenbach village (along the perimeter fence of the Weilerbach Munitions Storage Area); and all facilities contained on KMC US Army Kasernes, Air Force installations, or other geographically separated facilities. The 569 USFPS is also responsible for managing the S5R function for its area of responsibility as

outlined above. The 86 SFS is the primary agency for the West Gate access road and the L-369/Enhanced Large Vehicle Inspection Site (ELVIS) Gate access road. Pursuant to the Status of Forces Agreement (SOFA), 569 USFPS personnel have the right to stop USAREUR-plated vehicles while traveling on roads outside of U.S. military installations if they:

1.3.4.1. Present a clear and immediate danger to self and/or others (e.g., drunk driving).

1.3.4.2. Create a severe traffic hazard (e.g., driving the wrong way on an autobahn exit ramp).

1.3.5. The 86th Airlift Wing Safety Office (86 AW/SE) is responsible for initiating activities relating to preventing accidents, educating personnel on motor vehicle safety, and conducting detailed investigations of safety incidents/mishaps as required by applicable directives.

1.3.6. The 86th Vehicle Readiness Squadron (86 VRS) Commander:

1.3.6.1. Provides wrecker/towing service for government vehicles that create a safety hazard, impede the flow of traffic, have been abandoned or pose a force protection threat. POVs will not be towed using VRS assets.

1.3.6.2. Administers the USAREUR driver's examination.

1.3.6.3. Operates the privately owned vehicle (POV) inspection sections.

1.3.7. The 86th Civil Engineering Group (86 CEG) Commander plans, constructs, and maintains streets and adjacent lands on all areas on installations under the control of the 86 AW. This includes procurement, construction, installation and maintenance of traffic control devices and removal/emplacement of barricades or traffic control devices during painting, maintenance, and operations.

1.3.8. The 86 CEG/CC and 86 MSG/CC will co-chair a Traffic Safety Coordination Group (TSCG) meeting at least quarterly to address traffic flow, parking, and other issues pertaining to this instruction. TSCG members will normally include, as a minimum a representative from each of the following organization: 786 CES/CEK, 86 AW/SE, 86 CES, 86 SFS, 569 USFPS, 86 MSG/SLO, USAG-K, and DoDDS.

## Chapter 2

### SUSPENSIONS AND REVOCATIONS

**2.1. Overview:** Revoking/suspension authority is defined in Para 1.3.1. above. If a U.S. forces certificate of license licensed individual commits multiple offenses which carry suspension or revocation time, those suspension or revocation offenses shall run consecutively.

**Table 2.1. Suspension/Revocation Guidelines for Offenses on U.**

	"Texting" or using a computer or cell phone	Seatbelt (driver and/or passengers)/ Child Restraint/ Motorcycle Safety Violation	Owning/ Operating Unregistered/ Uninsured POV	Committing Three (3) Non-Moving Violations within a one year period (i.e. parking/ abandoned vehicle/etc.)	12 pts accumulated in a one year period or 18 pts in two years
1st Offense	7-day suspension On Base	7-day suspension On Base	45-day suspension On Base	90-day suspension On Base	180-day suspension On & Off Base
2nd Offense	14-day suspension On Base	30-day suspension On Base	90-day suspension On Base	180-day suspension On & Off Base	180-day suspension On & Off Base
3rd Offense	21-day suspension On Base (add 7 days for each subsequent offense)	180-day suspension On & Off Base	180-day suspension On & Off Base	365-day revocation On & Off Base	365-day revocation On & Off Base

**NOTE:** This matrix reflects standards established in Air Force and Army guidance that are common occurrences in the KMC area. For any other questionable offenses not covered, refer to AER 190-1/USAFEI 31-202.



2.1.1. Pursuant to AER 190-1/USAFEI 31-202, Chapter 2-11, paragraph a, all persons who have a U.S. Forces certificate of license or who operate a POV are understood to have given their consent to chemical tests for alcohol or other drugs on their breath or in their blood or urine if lawfully stopped apprehended, or cited for any offense allegedly committed while driving or otherwise in physical control of a motor vehicle. The chemical test, administered by either U.S. Forces or German civil authorities, is sufficient evidence for action.

**2.2. Standards.** In addition to the standards outlined in AFI 31-218(I) and AFMAN 31-116 (specific AF guidance) governing driving suspensions and revocations, the 86 AW has adopted the guidance outlined in AER 190-1/USAFEI 31-202 in regards to suspension and revocation conditions and periods (Ch. 2-14, 2-15), unless otherwise indicated in this instruction.

2.2.1. Revoking authorities will declare a person ineligible for a U.S. Forces certificate of license for at least 90 days for operating a USAREUR-plated vehicle without a valid U.S. Forces certificate of license. Guidance for new arrivals to USAFE/USAREUR can be found in paragraph 4.1.1.

2.2.2. Individuals who are stopped for operating a motor vehicle without their issued U.S. Forces certificate of license, vehicle registration, or proof of insurance in their possession will be issued a fix-it ticket and will have 3 duty days to amend the infraction.

2.2.3. A minimum of a 15 day suspension of on and off base driving privileges will be issued to any individual who knowingly allows a Non-U.S. Forces certificate of licensed driver to operate a USAREUR-plated vehicle. This is a discretionary suspension, and can be increased to a maximum of 180 days, depending on the circumstances surrounding the situation/incident, as determined by the suspending authority.

2.2.4. A Non-USAREUR licensed operator may operate a USAREUR-plated vehicle while accompanied by a U.S. Forces certificate of licensed driver who is annotated on the vehicle registration, IAW AER 190-1/USAFEI 31-202, Ch. 4-10, para. a(4). This only applies to non-sponsored visitors. These individuals must have valid drivers licenses that are recognized by German authorities. All personnel and family stationed in Germany must have a U.S. forces certificate of license in order to operate a vehicle.

2.2.5. Driving Under the Influence (DUI), Driving While Intoxicated (DWI), and Blood-Alcohol Content (BAC) standards detailed in AFI 31-218(I), Ch. 4-11 will be utilized, along with suspension guidelines outlined in AER 190-1/USAFEI 31-202, Ch. 2-14 and 2-15. When imposing a suspension or revocation because of an off-installation offense, the effective date should be the same as the date of the conviction or seizure of the U.S. Forces certificate of license.

2.2.6. Driving Under the Influence (DUI):

2.2.6.1. If the percentage is more than 0.05 BrAC (0.5 per mille) but less than 0.08 BrAC (0.79 per mille), presume the person may be impaired. This standard may be considered with other competent evidence in determining whether the person was under the influence of alcohol.

2.2.6.2. A 90-day suspension of on base driving privileges for the first offense, and a one year suspension for a second offense.

2.2.7. Driving While Intoxicated (DWI):

2.2.7.1. If the percentage is 0.08 BrAC (0.79 per mille) or more, or if tests reflect the presence of illegal drugs, the person was driving while intoxicated.

2.2.7.2. A one year revocation of on and off base driving privileges for the first offense and a five year revocation for a second offense.

2.2.8. Driving while a driver's license or installation driving privileges are under suspension or revocation will result in a mandatory 2-year revocation on determination of facts by the installation commander or his/her designee. For Army personnel, this will result in a mandatory 5-year revocation.

2.2.9. Refusal to submit to or failure to complete any requested chemical test by authorities will result in a mandatory 1-year revocation on determination of facts by the installation commander or his/her designee.

2.2.10. The Installation Commander or designee may impose more stringent periods of suspensions as deemed appropriate for the offense(s).

**2.3. Reports to the USAREUR Registrar.** Any authority who assesses traffic points, or who suspends, revokes, or declares a person ineligible for a USAREUR Privately Owned Vehicle, (POV) driver's license, will immediately report the action to the appropriate S5R. When a temporary suspension is based on physical or mental disability, the physician's statement will accompany the report. For revocations, the individual's USAREUR POV driver's license must accompany the report.

**2.4. U. S. Forces Certificate of License Suspension/Revocation Procedures:**

2.4.1. When issuing DD Form 1408, *Armed Forces Traffic Ticket*, the patrolman will write special instructions on the back of the pink copy which is given to the violator if he/she wishes to rebut the ticket. Additionally, the violator will notify their Commander or First Sergeant within 24 hours or the next duty day that they have received a ticket. In cases involving immediate suspension of driving privileges, the patrolman will issue a Notice of Suspension Letter not to exceed 45 days with the DD Form 1408. **NOTE:** All attempts to protect Privacy Act information will be made when issuing a ticket to an unoccupied vehicle.

2.4.2. SFS/S5R personnel will provide the violator instructions and a template for a written rebuttal (See Attachment 1). Inform the violator that their commander must endorse written rebuttal for infractions the violator wishes to rebut.

2.4.3. Unit commanders and first sergeants are notified via email of all traffic tickets given to unit members/family members. Commanders' action is not required for traffic tickets, but is required for violations issued as a result of a major or minor traffic accident. Refer to chapter 5.5 and 5.6 for major/minor traffic accidents.

2.4.4. The suspending or revoking authority will evaluate each case to determine appropriate action. Only pertinent facts may be used to determine the appropriate action to be taken. An individual's character or service record will not be used to determine action. Once a decision is made to impose administrative sanctions, the suspending or revoking authority will:

2.4.4.1. Suspend the person's driving privileges pending the outcome of rebuttal/appeal proceedings.

2.4.4.2. Once the rebuttal proceedings are completed, the suspending or revoking authority will notify the appropriate S5R. S5R will notify the USAREUR Registry of Motor Vehicles (RMV) in writing of the action taken.

2.4.4.2.1. Do not notify USAREUR RMV when suspending an individual's on base driving privileges.

2.4.4.3. In cases where the individual is charged with operating a POV with a BAC of 0.5 mg (0.05 g/100 ml) or more per 1.0 ml (0.10g/100 ml) of whole blood, or while under the influence of any controlled substance, a review must be completed. If a determination is made that the person was not operating the POV or the BAC results were incorrect or invalid, the individual's license should be not suspended or revoked.

## **2.5. Traffic Ticket Rebuttal/Administrative Hearing Procedures:**

2.5.1. Individual must notify S5R within five duty days from the issuance of a suspension letter or a traffic ticket to request procedures for submitting a rebuttal package or request an administrative hearing (See Attachment 2).

2.5.1.1. Individuals who fail to meet the 5-day rebuttal period for violations warranting a suspension will be suspended in accordance with paragraph 2.5.2.1.

2.5.1.2. Individuals who fail to meet the 5-day rebuttal period for violations not warranting a suspension will automatically have the violation applied to their drivers record and points will be applied (if applicable).

2.5.2. S5R will provide the offender with instructions on how to rebut a ticket and how to appeal rebuttal results through an administrative hearing. The appeal must be coordinated through the individuals unit commander, Division Chief or equivalent. The unit commander or equivalent must endorse the rebuttal/appeal letter acknowledging he/she has been made aware of the offender's desire to rebut/appeal the ticket.

2.5.2.1. The violator must submit a rebuttal letter articulating his/her position to the MSG/CD through SFAR/S5R within 14-days of acknowledging/signing the request for rebuttal. The letter must be endorsed by his/her commander. The purpose of this endorsement is to ensure commander-level involvement.

2.5.2.2. S5R compiles all documentation (traffic ticket, driving record, statements, etc.) and forwards via electronic staff summary sheet to the SFS/CC and 86 AW/JA for review and legal opinion. The appeal package is then forwarded to 86 MSG/CD for an administrative hearing.

2.5.2.3. 86 MSG/CD will inform S5R of the decision. S5R will inform offenders unit of either the appeal was denied and of effective suspension dates, or if the appeal was approved.

2.5.3. The appropriate Group CC will review the appeal and initiate an inquiry into the patrolman's actions/justification.

2.5.3.1. SFAR/S5R will obtain a written statement from the Security Forces patrolman who issued the ticket for inclusion in the rebuttal package. The completed package will be forwarded to the DFC for his/her annotation/recommendation and subsequently to the rebuttal authority (86 MSG/CD) for final decision. Once the rebuttal authority has made

a decision, SFAR/S5R will notify the violator of the final outcome of his/her ticket rebuttal in writing.

2.5.3.2. The 86 AW/CC designates the 86 MSG/CD as final approval authority when appealed for final resolution. The 86 MSG/CD shall approve/disapprove all appeals received from the 86 SFS and 569 USFPS.

## **2.6. Petitions for Reinstatement or Restricted Driving Privileges.**

2.6.1. The 86 AW/CC designates the 86 MSG/CD as the final authority to reinstate suspended or revoked driving privileges and to grant restricted driving privileges.

2.6.2. Personnel who have had their driving privileges suspended or revoked may petition for restricted driving privileges or a reinstatement of driving privileges through the 86 MSG/CD. All individuals requesting a reinstatement of driving privileges or restricted driving privileges must successfully complete the U.S. Forces certificate of license written POV test prior to the granting of reinstated or restricted driving privileges. Individuals may only apply for reinstatement only after they have completed the entire suspension/revocation period.

2.6.2.1. Individuals petitioning for reinstatement after a serious traffic offense requiring Alcohol & Drug Abuse Prevention & Treatment (ADAPT) training (from 86 AW/SA, Substance Abuse) or a Driver Improvement and Rehabilitation Course (from 86 AW/SE) must provide documentation proving they have successfully completed their training.

2.6.3. The application for restricted driving privileges or for reinstatement of driving privileges must be in writing and routed from the individual through his/her first sergeant and commander, to S5R. S5R will then compile all documentation and forward an electronic staff summary sheet to the 86 AW/JA and DFC for legal opinion and review. The reinstatement package is then forwarded to 86 MSG/CD for approval/denial of restricted privileges or reinstatement.

### Chapter 3

#### TRAFFIC POINT ASSESSMENT SYSTEM

**3.1. Overview.** The point system applies to anyone holding a U.S. Forces certificate of license. Points will be assessed for violations committed while operating either military vehicles or POVs. Air Force affiliated personnel will be assessed points IAW AFMAN 31-116, Air Force Motor Vehicle Traffic Supervision and AFI 31-218(I), Motor Vehicle Traffic Supervision. Other members of the U.S. Forces and civilian component will be assessed IAW AE 190-1, Driver and Vehicle Requirements and the Installation Traffic Code for the U.S. Forces in Germany. Points will be assessed for both on-base and off-base offenses. Refer to Attachment 6 for further reference regarding the Traffic Point Assessment System per AFMAN 31-116 and AFI 31-218(I).

**3.2. Point System Application.** The use of the point system and procedures prescribed herein are mandatory. The point system applies to civilian personnel operating government vehicles on and off the installation and to their POVs driven on-base. It applies to military personnel operating GOVs and POVs on or off the installation and to dependents, civilian employees, and all other individuals subject to this instruction operating POVs on the installation. Unless an individual submits a rebuttal, assess points according to **Table 3.1 Traffic Point Assessment Table**. Also assess points to individuals found guilty by a military or civilian court, or upon payment of fine or forfeiture of pay and allowances, or posted bond or collateral.

**Table 3.1. Traffic Point Assessment Table**

Moving Violations	Points Assessed
Reckless driving (willful and wanton disregard for the safety of people or property (UCMJ, Art. 111)	6
Owner knowingly and willfully permitting a person to operate a motor vehicle when unlicensed or mentally or physically impaired (for example, intoxicated).	6
Fleeing or leaving the scene of an accident after causing property damage.	6
Driving a motor vehicle when mentally impaired by alcohol consumption (a BAC 0.5 milligrams to 0.79 milligrams per 1.0 millileter of whole blood or breath).	6
Taking part in speed contests.	6
Exceeding stated speed limits	
a. 1 to 10 mph (1 to 16 kph) over the posted speed limit	3
b. 11 to 15 mph (17-25 kph) over the posted speed limit	4
c. 16 to 20 mph (26 to 32 kph) over the posted speed limit	5
d. 20 or more mph (33 or more kph) over the posted speed limit	6
Driving too fast for conditions.	4

<b>Moving Violations</b>	<b>Points Assessed</b>
Following too closely.	4
Failing to yield right-of-way to an emergency vehicle.	4
Failing to stop for a schoolbus or at a school crossing signal.	4
Failing to obey traffic signals or traffic instructions of a law-enforcement officer, a traffic warden, or any official regulating traffic device requiring drivers to stop, yield the right-of-way, not enter, or follow a specified direction of travel.	4
Passing improperly.	4
Failing to yield right-of-way (no official sign involved).	4
Failing to require any passenger on a motorcycle to wear required safety devices (for example, protective eye device, helmet, proper protective clothing) on or off military installations.	3
Failing to report involvement in an accident.	3
Turning improperly (no official sign involved).	3
Overtaking improperly.	3
Committing other moving violations (forexample, failing to maintain control, inattentive driving, improper backing).	3
Operating a POV while wearing headphones, using a cell phone (other than a hands-free device) or other devices for oral communications or text messaging, using a calculator, or taking photographs.	3
Operating a POV that does not meet the mechanical standards in AER 190-1/ USAFEI 31-202.	3
Operating a vehicle that does not meet nonmechanical standards in AER 190-1/ USAFEI 31-202 (i.e. window tinting, exhaust noise level, chassis or frame alteration, damaged glass, wheel spinners) or any violation capable of endangering the driver, passengers or other persons on or near the roadway where the vehicle is being operated.	3
Operating a radar detection device to indicate the presence of speed recording instruments or to transmit simulated erroneous speed (prohibited on DoD installations).	3
Failure to yield to pedestrians in designated walkways/crosswalks.	3
Owning or operating an unregistered or uninsured POV.	2

<b>Moving Violations</b>	<b>Points Assessed</b>
Failing to use available restraint-system devices or not requiring all passengers to use restraint-systems; allowing children 12 years of age or younger to occupy the front seat without authorized safety equipment suitable for the child and permitted for use in front seats (United States Department of Transportation (DOT)-approved or approved in Germany under Economic Commission for Europe Regulation (ECE-R) 44/03)); allowing children 12 years of age or younger, or shorter than 150 centimeters (4 feet 11 inches), to sit in the back seat without a DOT-approved restraint equipment suitable for the child.	2
Driving too slowly for conditions.	2
<b>Non-Moving Violations</b>	<b>Points Assessed</b>
Unattended child under 12 years of age left in vehicle. Animals are included if a danger exists to the animal.	6
Improper registration (fraudulent tags).	4
Misuse of handicap decal.	3
Illegally parked in designated handicap area (no decal, license or placard displayed)	3
Unattended vehicle (while running).	3
Abandoned vehicle.	3
Improper parking/parking a POV where prohibited (for example, against the flow of traffic, double-parking).	2
Improper registration (expired or unregistered).	2
Displaying license plates or decals in violation of AER 190-1/USAFEI 31-202.	2
Making excessive noise while operating a POV (for example, inside: radio or stereo; or outside: producing excessive exhaust noise or squealing tires ("burning rubber")).	2
Causing an accident (used only as an addition to points assessed for a specific offense).	1
Operating a POV without corrective lenses when the U.S. Forces certificate of license requires wear of lenses.	1

3.2.1. Traffic points will be input into the Security Forces Management Information System (SFMIS) database and recorded on the SFMIS traffic history sheet (replaced AF 1313). Points assessed against an individual will remain in effect for 2 years. The 86 SFS/S5R, 569 USFPS/S5R, and the USAREUR RMV will maintain driving record entries as required by Air Force Instruction 31-218(I).

3.2.2. Operators who commit more than one offense at a time may receive traffic ticket(s) for each offense. In such cases, all offenses will be listed in SFMIS but only the highest-point offense shall be assessed points plus 1 point if the driver is at fault for an offense that resulted in an accident.

**3.3. Rebuttal Rights.** All personnel, to include their family members, have the right to rebut any adverse action taken against them.

**3.4. Notifying Commanders and Supervisors.** The USAREUR Registrar or the applicable S5R will notify the commander or supervisor concerned when a subordinate's point assessments reach a total of either 12 or more points in 1 year or 18 or more points in 2 years.

**3.5. Notifying State Licensing Offices.**

3.5.1. State licensing agencies will be notified, by mail, of all DUI/DWI incidents, and license revocations through the U.S. Forces Certificate of Licensing Office in Sembach. Notifications will be sent out by S5R once the commander's action has been received. A copy of the AE Form 190-1K, *Report of Administrative Action*, USAREUR driver's license (if available), and blood sample will be included in the package to the U.S. Forces Certificate of Licensing Office.

3.5.2. 86 SFS/S5R will provide a copy of all suspension/revocation lists to both the 86 SFS/S3O and 569 USFPS/S3O for use at installation entry points. The Installation Commander may honor driving suspensions but will honor driving revocations from other installations.



## Chapter 4

### RULES OF THE ROAD

**4.1. Overview.** Personnel stationed in Germany will not operate their vehicles with stateside license plates. USAREUR license plates, insurance, and U.S. forces certificate of license are required prior to operating a vehicle.

4.1.1. Commanders or their designees may, on a case-by-case basis, grant an exception to policy for new arrivals without a U.S. Forces certificate of license to drive only the class of vehicles indicated on their stateside drivers license only in Germany for up to 30 days when both of the following requirements are met:

4.1.1.1. The new arrival previously had a U.S. Forces certificate of license or, based on his or her position or age, is considered to be mature and responsible.

4.1.1.2. The new arrival has a valid U.S. drivers license and either an international drivers permit or an official German translation of a U.S. drivers license. However, if an individual, during the 30-day exception period, takes the drivers examination and fails the test, this voids the commander's exception to policy. The individual will also be prohibited from driving until they have passed the required examination.

4.1.1.3. Refer to AER 190-1/USAFEI 31-202, Ch. 2-1, para. c for specifications concerning the exception to policy letter.

4.1.2. Members of the U.S. Forces and civilian component on temporary duty (TDY) in Germany and in possession of a valid U.S. driver's license may operate a rental or government vehicle for up to 30 days. Any TDY over 30 days requires a USAREUR license. An international drivers permit is recommended but not mandatory. Personnel may also take the driver's test to obtain a U.S. Forces certificate of license to operate a U.S. Forces-registered POV. All TDY members are highly encouraged to watch an orientation video provided by 86 VRS, Office of Records and Licensing.

4.1.3. Individuals who are stopped for operating a motor vehicle without a U.S. forces certificate of license, vehicle registration, or proof of insurance in their possession will be issued a fix-it ticket and will have 3 duty days to amend the infraction. If the individual is operating a vehicle and does not possess a U.S. forces certificate of license, the operator will be declared ineligible for a license for at least 90 days.

4.1.4. All construction projects affecting the flow of traffic on Kapuan Air Station (KAS), Pulaski Barracks, Sembach Annex (SA), Vogelweh Air Station (VAS) and Vogelweh Family Housing Annex (VFHA) must be coordinated through 569 USFPS Police Services Section.

## 4.2. Speed limits.

4.2.1. Speed limits are established based on the most recent 86CES/CEP Traffic Study.

4.2.2. Parking lots and wooded areas will be 15 kph/9 mph unless otherwise posted.

4.2.3. Flight Line Areas

4.2.3.1. Close proximity to aircraft: 8 kph/5 mph.

4.2.3.2. Crash roads: 40 kph/25 mph.

4.2.3.3. Taxiways: 25 kph/15 mph.

4.2.3.4. Aircraft parking ramps: 25 kph/15 mph

4.2.3.5. On installations under the control of the 86 AW, all other streets will be 50 kph/30 mph unless otherwise posted.

4.2.4. Minimum speed: Drivers will not drive so slow that they impede the normal flow of traffic, unless conditions warrant a slow speed is necessary.

4.2.5. Drivers will be careful when driving near children and pedestrians. If necessary, warn pedestrians by sounding the horn.

**4.3. Traffic Complaints.** Traffic tickets will not be issued on any Air Force installation within the KMC for reported traffic violations that are not verified or witnessed by on-duty SF personnel. For incidents involving USAREUR plated vehicles occurring on or off the installation, the complainant provides a written statement and a "Traffic Complaint" blotter entry is accomplished. The Controller will attempt to identify the owner. Once ownership is established, the owner's unit is briefed on the complaint. The blotter entry will reflect if ownership cannot be established. For incidents involving non-USAREUR plated vehicles, the complainant will be directed to Polizei.

**4.4. Traffic Enforcement.** Security Forces are authorized to conduct speed and traffic enforcement on installation roadways under the control of the 86 AW and United States Army Garrison-Kaiserslautern (USAG-K).

4.4.1. Unless directed by the installation commander, 86 MSG/CC and Security Forces will not conduct traffic checks for the sole purpose of checking drivers' documents or safety belt use with the exception checks conducted during vehicle entry to the installation.

4.4.2. Seat belts must be worn by all motor vehicle drivers and passengers while on the installation when safety restraints are installed. Seat belt enforcement shall be incorporated into everyday traffic supervision and law enforcement operations (i.e., accident investigation, traffic stops, etc.). Violators will be issued a traffic ticket accompanied with a 7-day Notice of Suspension of On Base Driving Privileges. A second infraction will result in a 30-day suspension

**4.5. Emergency Response Vehicles.** Emergency response vehicle operators are authorized to exceed speed limits during actual emergencies, however, these vehicles will not be operated more than 16 kph (10 mph) above the posted speed limits.

4.5.1. Emergency vehicles are:

4.5.1.1. Fire fighting vehicles.

4.5.1.2. Disaster Preparedness/Response.

4.5.1.3. Crash recovery vehicles.

4.5.1.4. Base fire marshal.

4.5.1.5. Explosive Ordnance vehicles.

4.5.1.6. Security Forces vehicles.

4.5.1.7. CE barrier crew.

4.5.1.8. Ambulances.

4.5.2. During actual emergency responses, operators will:

4.5.2.1. Maintain a speed that is safe and prudent for existing traffic and weather conditions.

4.5.2.2. Ensure life and property are not endangered.

4.5.2.3. Utilize audio and visual emergency warning devices.

4.5.2.4. Operators may assume the right-of-way at intersections, but only after ensuring other traffic is in a position to yield.

4.5.3. Operators of disabled emergency response vehicles are authorized to commandeer any government vehicle needed to:

4.5.3.1. Prevent serious crimes.

4.5.3.2. Prevent escape of a known criminal.

4.5.3.3. Save lives and prevent theft or destruction of priority resources.

**4.6. Pedestrians.** Pedestrians have the right-of-way in public parking lots or in marked crosswalks, however, pedestrians will yield the right-of-way to a vehicle that is so close that the driver cannot stop, such as when a pedestrian steps out into the path of a vehicle from behind a parked vehicle.

**4.7. Bicycles.** Personnel who ride bicycles are subject to the rules of the road as outlined herein and in AE 190-1/USAFE 31-202 and AFI 31-218(I):

4.7.1. Obey all traffic rules and regulations.

4.7.2. Required protective equipment must be worn, to include approved helmets which shall be properly fastened. During periods of reduced visibility, to include hours of darkness and inclement weather, riders will wear a highly visible outer garment or reflective equipment. In addition, bikes must be equipped with an operational headlight that emits a white light and a taillight that emits a red light to be used when riding during hours of darkness and/or in inclement weather.

4.7.3. Traffic tickets issued in connection with bicycle operations will be processed as moving violations.

4.7.4. The wearing of portable headphones, earphones, or other listening devices while operating a bicycle is prohibited and will be treated as a moving violation.

4.7.5. Not carry bundles, packages, or other articles that prevent the bicyclist from keeping at least one hand on the handlebars

4.7.5.1. Small children learning to ride bicycles may use sidewalks.

**4.8. Motorcycles and Off-Road Vehicles.** All personnel, regardless of nationality, are required to utilize protective/safety gear in accordance with AFI 91-207 Para. 3.4.2., while operating these types of vehicles, as well as any other vehicle without an enclosed operator's cab (motorized scooter, motorized tricycle). Motorcycle operators must possess a valid Class 1 motorcycle license. Personal dirt bike operators must possess a valid Class 1 motorcycle license and also pass all mechanical and safety standards as prescribed under USAFE Instruction 31-202/AE 190-

1. Personal All Terrain Vehicle (ATVs) and similar off-road vehicles such as dirt bikes will be registered at the 569 USFPS Vehicle Registration Office (S5BV) IAW USAFE Instruction 31-202/AE 190-1. Personal ATVs must pass all mechanical and safety standards as prescribed under USAFE Instruction 31-202/AE 190-1, and drivers must possess a valid Class 3 USAREUR vehicle license. Personal off-road vehicles will not be operated off-road on any part of the installation. Government owned ATVs are authorized for official use only and upon completion of a Risk Management analysis. Violators will be issued a traffic ticket accompanied with a 7-day Notice of Suspension of Driving Privileges.

#### **4.9. Skateboards, Scooters, Roller-Skating and Rollerblading.**

4.9.1. Required protective equipment must be worn, including approved helmets which shall be properly fastened. During periods of reduced visibility, to include hours of darkness and inclement weather, riders will wear a highly visible outer garment or reflective equipment.

4.9.2. Skateboarding/Skating/Rollerblading/Scooters are allowed in all housing areas.

4.9.3. When a sidewalk is available, skateboarders/rollerblades/scooter riders shall not skate/ride in the open road. The sidewalk must be utilized when available. In all other areas, stay to the far right side of the road.

4.9.4. Skateboarders/skaters/rollerblades/scooter riders must yield to all vehicle and pedestrian traffic.

4.9.5. Ramps will not be personally built, nor will installation equipment/property (park benches, handrails, etc.) be used to perform stunts/tricks. Violators will be held financially and legally liable for damage to any government or private property.

4.9.6. Traffic tickets issued in connection with skateboarding, roller-skating, scooters, or rollerblading will be processed as non-moving violations. The wearing of portable headphones, earphones, or other listening devices while operating Skateboards/Skates/Rollerblades /Scooters is prohibited and will also be treated as a non-moving violation.

#### **4.10. Abandoned Vehicles.**

4.10.1. A vehicle will be considered/cited as abandoned, and will be subject to towing/impoundment if one or more of the following circumstances apply:

**NOTE:** Those vehicles parked in the lot KMCC and Enlisted Club parking lots will not be considered abandoned, in support of 86 AW drunk driving awareness policies. Vehicle operators have 72 hours to move these vehicles from the premises. Members may receive a citation but may submit an appeal through their Commander or First Sergeant to the MSG/CD.

4.10.1.1. The vehicle is illegally parked:

4.10.1.1.1. Remains parked illegally for an unreasonable period of time (defined as 24 hours). Includes illegally parking in any area reserved for others for 24 hours (customers, employees, handicap, etc.). Vehicle will also be cited for abandonment.

4.10.1.1.2. On a street or bridge, in a tunnel or double-parked and is interfering/impeding with the orderly flow of traffic.

4.10.1.1.3. On a sidewalk, within an intersection, on a crosswalk, on a railroad track, in a fire lane or blocking a driveway so that the vehicle interferes with operations or creates a safety hazard to other roadway users or the general public.

4.10.1.1.4. When blocking an emergency exit/door of any public place.

4.10.1.1.5. In a “tow-away” zone that is marked with signs. Vehicles will also be cited for abandonment. Specifically, the Kaiserslautern Military Community Center (KMCC) customer parking lots (West Lot and North Lot) are designated as “tow away” zones for any vehicle that remains stationary in these lots overnight with the exception of the following vehicles:

4.10.1.1.5.1. Government Owned Vehicles (GOVs) with Temporary Duty (TDY) placards visibly displayed in the windshield.

4.10.1.1.5.2. POVs and GOVs with a KMCC billeting parking pass visibly displayed in the windshield. (Parking passes are issued by 786 FSS KMCC lodging personnel upon check-in.)

4.10.1.1.5.3. POVs and GOVs with KMCC Manager parking passes visibly displayed in the windshield (Parking passes are issued/tracked by 86 MSG KMCC Manager).

4.10.1.1.5.4. POVs using the KMCC “AMC” parking garage must pick up a pass if traveling Space-A from the AMC customer service desk in the AMC terminal. Passes will be properly displayed on the left side of the dash board for verification purposes. **NOTE:** Vehicles in violation of the “tow away” zone restrictions for the KMCC CUSTOMER parking lots are subject to immediate towing. However, if vehicle and owner can be readily identified within Verinet and no additional FP concern indicators are present, then towing will be delayed by 24 hrs.

4.10.1.2. The vehicle interferes with or is involved in one of the following (and presumably is otherwise legally parked):

4.10.1.2.1. Street cleaning or snow removal operations after attempts to contact the owner fail.

4.10.1.2.2. Emergency operations during a natural disaster, fire, or other emergency.

4.10.1.2.3. Vehicle was used in a crime or contains evidence of criminal activity.

4.10.1.2.4. The owner or person in charge of the vehicle is apprehended and therefore unable (or unwilling) to arrange removal of the vehicle.

4.10.1.2.5. Vehicle is mechanically defective and is a menace to others using public roadways.

4.10.1.2.6. Vehicle is disabled by a traffic accident and the operator is unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safekeeping.

4.10.1.2.7. Vehicle is left unattended in, or adjacent to (within 30 feet), a restricted, controlled, or off-limits area or if it represents an immediate force protection threat.

4.10.1.2.8. Law enforcement personnel reasonably believe the vehicle is abandoned. This includes but is not limited to (cite below categories for abandonment):

4.10.1.2.8.1. Vehicle is stationary for 24 hours and is apparently non-operational.

4.10.1.2.8.2. Any vehicle that presents the appearance of being abandoned, for example: vehicles whose appearance makes it reasonable to assume that the vehicle has been abandoned; vehicles with multiple flat tires; vehicles with broken windows; or any vehicle that in the opinion of law enforcement personnel, is reasonably considered to be abandoned.

4.10.1.2.8.3. Vehicles not bearing license plates or vehicles bearing expired plates.

4.10.1.2.8.4. Upon direction of the 86 MSG/CC or higher, security forces will cite specified vehicles for abandonment.

4.10.1.3. "Unattended" vehicles that do not meet any of the qualifications for immediate towing shall be subject to non-immediate towing at the owner's expense .

4.10.1.3.1. "Unattended" vehicles will be cited for abandonment, if parked in areas not approved for long term parking (or parked without the appropriate long term parking pass) for over 72 hours.

4.10.1.3.2. Non-immediate towing will be accomplished no sooner than 72-hours after a vehicle is cited/tagged for abandonment.

4.10.1.4. Impoundment will be conducted IAW AFMAN 31-218(I). The impoundment custodian assigns the vehicle a case file and logs the vehicle into a logbook. The case file will contain any traffic tickets issued to the owner, a DD Form 2505, *Authorization for Removal of Vehicle*, a DD Form 2506, *Vehicle Impoundment Report*, inventorying all items contained within the vehicle, any damage before and during the tow, and a DD Form 2507, *Notice of Vehicle Impoundment*.

4.10.1.4.1. The owner is liable for any damage incurred during the impoundment procedures.

4.10.1.4.2. Property contained in any impounded vehicle will remain in the vehicle until the vehicle is released.

4.10.1.4.3. When conditions warrant, the 86 MSG/CC or higher, will authorize the on-duty Security Forces Flight Chief to cite vehicles for abandonment.

4.10.2. Vehicles will be towed when any of the following applies:

4.10.2.1. Immediately at the direction of the 86 MSG/CC or higher.

4.10.2.2. Immediately if cited in ANY KMCC parking lots as defined in paragraph 4.11.1.1.5.

4.10.2.3. Immediately, if deemed a safety, Anti-Terrorism/Force Protection (AT/FP), or public nuisance hazard.

4.10.2.4. If immediate towing is not required/authorized, and the owner/owning unit has been contacted and directed to move the vehicle, Security Forces will wait 24 hours from the time the owner/owning unit was notified and tow the vehicle.

4.10.2.5. If immediate towing is not required/authorized and the owner/owning unit cannot be contacted and directed to move the vehicle. Security Forces will allow 72 hours from the time annotated on the abandoned vehicle notice before the vehicle is towed.

4.10.2.6. The impoundment custodian assigns the vehicle a case file and logs the vehicle into a logbook. The case file will contain any traffic tickets issued to the owner, a DD Form 2505, *Authorization for Removal of Vehicle*, a DD Form 2506, *Vehicle Impoundment Report*, inventorying all items contained within the vehicle, any damage before and during the tow, and a DD Form 2507, *Notice of Vehicle Impoundment*.

4.10.2.6.1. The owner is liable for any damage incurred during the impoundment procedures.

4.10.2.6.2. Property contained in any impounded vehicle will remain in the vehicle until the vehicle is released.

**4.11. Unclaimed Vehicles.** Vehicles impounded will be disposed of in accordance with DoDD 4160.21-M, *Defense Reutilization and Marketing Manual*, and Title 10, United States Code, Section 2575. Prior to disposing of vehicles, impoundment custodian or representative custodians will make every effort to locate owner or representative of the abandoned vehicle.

4.11.1. If the owner is known and can be contacted, the owner will be informed that the vehicle has been impounded and given the choice of picking up the vehicle or turning it over to services. Regardless of the decision, the owner will reimburse the government for towing and storage fees.

4.11.2. If 120 days have passed since the official notification and the owner has failed to inform or contact the impoundment custodian with his or her intentions, the vehicle may be released for disposal.

4.11.2.1. If the owner is known but cannot be found, the custodians will notify the owner or representative, by mail, 120 days in advance of disposition. The notice must be sent by registered or certified mail to the person's last known address and state the time and place of sale or other disposition.

4.11.2.2. If the owner or representative is unknown, a diligent search of 45 days must be conducted. After a diligent search has been conducted the vehicle may be disposed of 120 days after the date the vehicle was impounded. The custodian will not dispose of the property worth \$25 or more until 90 days after it has been placed in storage. At that point, the vehicle may be turned over to the 86th Services Squadron or to the Defense Reutilization Marketing Office, depending on what the member indicated on the AE Form 190-1AA, *Application For Motor Vehicle Registration and Allied Transactions*.

**4.12. Towing of Vehicles.** When vehicle owners/operators must tow their own vehicles, the following guidelines will apply:

4.12.1. The vehicle being towed will be properly registered (temporary, operational, or non-operational). Personnel involved in towing a vehicle will be in possession of registration documents for that vehicle.

4.12.2. If the towed vehicle is equipped with an operational brake system (not power assisted) to include operational brake lights, a tow strap, rope, or chain may be used. A qualified, licensed vehicle operator will be positioned in the driver's seat to operate brakes and steer the towed vehicle.

4.12.3. A vehicle with an inoperable brake system or power assisted brakes will be towed by tow truck, tow bar, or trailer.

4.12.4. Any vehicle towed during darkness will be equipped with operational taillights and turn signals.

4.12.5. Motorcycles will only be towed when secured on a trailer.

**4.13. Radar Detectors.** IAW DoDI 6055.04 *DoD Traffic Safety Program*, Speed radar detection devices are prohibited for use on any Air Force Installations or USAG-K/Army Garrisons within the KMC, including both USAREUR and non-USAREUR registered vehicles.

**4.14. Flight Line Operation.** Privately owned vehicles not displaying decals which authorize parking or operation on the flight line will not be operated on the flight line.

**4.15. Aircraft Maintenance Support Equipment.** Personnel who operate equipment solely for maintenance support of aircraft, which are not operated on public roadways, do not require a U.S. forces certificate of license. Training, qualification, and certification to operate these vehicles will be recorded in the individual's training records/government driver's license.

**4.16. Alcoholic Beverages.** No person shall consume an alcoholic beverage while operating or while within the passenger compartment of a motor vehicle.

4.16.1. No person shall possess an open container of alcoholic beverage within the passenger compartment of a motor vehicle that is on an Air Force Installation within the KMC.

4.16.1.1. This section does not apply to a passenger in any bus, limousine, taxi, or a passenger in the living quarters of a motor home.

4.16.1.2. For the purposes of this section, "**open container of alcoholic beverage**" means any bottle, can, jar or other receptacle that contains a beverage with one-half of one percent or more of alcohol by volume and that has been opened, has had its seal broken or the contents of which have been partially removed. "**Passenger compartment**" means the area of a motor vehicle designed for the seating of the driver and other passengers of the vehicle. Passenger compartment includes an unlocked glove compartment and any unlocked portable devices within the immediate reach of the driver or any passengers. Passenger compartment does not include the trunk, a locked glove compartment or the area behind the rearmost upright seat of a motor vehicle that is not equipped with a trunk. Violation of this rule will result in the driver receiving a traffic ticket and six points will be assessed to their license.

**4.17. Cell Phone Use.**

4.17.1. Per AFI 91-207, The US Air Force Traffic Safety Program, vehicle operators on an Air Force (AF) Installation and operators of government owned, leased, or rented vehicles,



on or off AF Installations, shall not use cell phones, to include texting, while the vehicle is in operation, except when using a hands-free device or hands-free operating mode. The term “hands-free” is any means of using the phone that still allows the vehicle to be operated with both hands on the steering wheel. Vehicle operators should pull over and place the vehicle in park before using any cell phone. Violators will be issued a traffic ticket accompanied with a 7-day Notice of Suspension of Driving Privileges.

#### **4.18. Child Safety Seats.**

4.18.1. AFI 91-207, Installation traffic safety programs requires the use of child safety seats consistent with state, territory, or host nation laws.

4.18.1.1. Per AER 190-1, *Driver and Vehicle Requirements and the Installation Traffic Code for the U.S. Forces in Germany*, Children 12 years of age or younger, or shorter than 150 centimeters (4 feet, 11 inches), are required to use suitable child-restraint devices that are approved by either ECU Regulation 44 or by the U.S. Department of Transportation (DOT) when these children are transported in a USAREUR-plated POV; these children also must be seated in the rear seat if the POV has one.

4.18.1.2. Children weighing more than 22 kilograms (48 pounds) will use booster seats or other suitable approved devices designed for use with a vehicle’s three-point (lap and shoulder) seatbelts.

4.18.1.3. Booster seats will not be used with two-point seatbelts (lap belts).

4.18.1.4. Owners of POVs equipped only with two-point seatbelts in the rear seats should consider having three-point systems professionally installed.

4.18.1.5. POVs equipped only with two-point seatbelts in the rear seats must transport a child weighing over 22 kilograms (48 pounds) in a suitable approved device secured in the front seat with a three-point seatbelt. Additional children weighing over 22 kilograms (48 pounds) will be secured using the two-point seatbelts in the rear seat.

4.18.1.6. Violators will be issued a fix-it ticket with a 24-hr suspense to correct violation. If violation is not corrected within 24 hrs, a 7-day suspension of on-base driving privileges will issued.

## Chapter 5

### ACCIDENT REPORTING

**5.1. Responsibilities.** Drivers are responsible for immediately reporting accidents involving POVs and GOVs, unattended vehicles, personal injury, or death and/or damaged property to the 86 Security Forces Squadron (COMM: 06371-47-2050) or 569 US Forces Police Squadron (COMM: 0631-536-6060/7070/8005) regardless of the degree of damage. A person involved in a traffic accident must remain at the scene if injuries or damage to property of others is inflicted. The person involved in a minor vehicle accident may only leave the scene if they have waited a reasonable period of time, considering the circumstances (i.e. minor property damage), but must report the accident immediately to the proper law enforcement authorities. Additionally, if contact is made with the victim, the person involved must make his identity known.

**5.2. Duty to Give Information.** All drivers or owners of vehicles involved in accidents will provide the pertinent information (i.e. operator names, vehicle owner names, vehicle license plate #s, VIN #s, make and model of vehicles involved, names of any witnesses/passengers, insurance company name and policy number, and operators should take pictures if at all possible) to any person injured in an accident or the driver, owner, occupant or any other person attending any vehicle or property damaged in an accident. In all cases, the above persons will produce and surrender their ID card, permit to drive, vehicle registration, current insurance card and inspection certificate to the Security Forces.

**5.3. On-Base Minor Vehicle Accidents.** A minor accident is any accident in which there are no fatalities/injuries and when it would be reasonable to assume that the cost to repair any vehicle/property damage is less than \$9999. Operators are responsible for exchanging all pertinent information. Security Forces may respond to minor traffic accidents if not on higher priority responses. In cases where they are not able to respond, personnel will be directed to the 86 SFS/BDOC, Bldg 2371 if the accident occurred on Ramstein AB. If the accident occurred on any other KMC Installation outside of Ramstein AB, personnel will be directed to the 569 USFPS/IDOC, Bldg 2067 to complete an accident report. Personnel must bring all vehicle information as well as have the date, time and location of the accident available to file in the report. Reference paragraph 5.5. for Major Vehicle accidents.

**NOTE:** Any accident involving any Government Owned Vehicle (GOV) will require a SFMIS report be accomplished by Security Forces. Army GOV's involved in accidents, regardless of damage, will be classified as a major vehicle accident.

**5.4. Off-Base Vehicle Accidents.** Vehicle operators who are involved in traffic accidents off base must report the accident to the 569 US Forces Police Squadron (COMM: 0631-536-6060/7070/8005) and German Polizei, 112 prior to leaving the scene of the accident regardless of the degree of damage.

5.4.1. In accordance with German Criminal Code Section 142, a person involved in a traffic accident must remain at the scene if injuries or damage to property of others is inflicted. The person involved must make his identity known to the victim (driver/owner of other vehicle involved or owner of damaged property).

5.4.2. The person involved in a traffic accident may leave the scene only if they waited a reasonable period of time, considering the circumstances, but must report the accident immediately to proper authorities.

5.4.3. If the accident is not immediately reported, Security Forces may take appropriate action.

5.4.4. For accidents occurring while the vehicle operator is on leave a considerable distance from the installation (for example, on leave in Southern Germany, Austria, etc.), the operator should report the accident to the nearest military law enforcement agency if possible. If it is not possible to report it, operators must report the accident immediately upon return. In this case members must attempt to get the responding police officer's name and the name of the Police station from which that officer responded.

5.4.5. Off-base traffic accidents are investigated by German Polizei, and Security Forces members from the 569 USFPS. On-scene Security Forces will act as the focal point for information or assistance as well as completing their own investigation and SFMIS report for the category of accident they are investigating.

**5.5. Major Traffic Accidents.** A major traffic accident investigation is required for all major traffic accidents. A major traffic accident is defined as those which involve any of the following:

5.5.1. Disabling damage: Damage that renders a vehicle inoperative or unsafe to operate.

5.5.1.1. Disabled vehicles will be moved to the extreme right of the roadway. The operator of the vehicle will place the international warning triangle 100 meters behind the vehicle. Disabled vehicles will be removed from the roadway within 12 hours. Vehicles involved in an accident will not be moved until the arrival of the Security Forces or German Polizei. Vehicles involved in an accident, with minor damage, that are causing safety hazards or traffic delays, may be moved to the side of the roadway and await the arrival of responding police agency. Disabled vehicles that present a safety hazard or impede the flow of traffic will be moved without the owner's consent.

**NOTE:** Inoperative headlights or tail lights during the hours of darkness do not constitute disabling damage, nor does a flat or blown tire without a spare.

5.5.2. Government property damage in excess of \$10,000.

5.5.3. Any accident involving an Army Government Owned Vehicle (GOV).

5.5.4. Fatal injuries.

5.5.5. Personal injury requiring any type of medical treatment or complaint of injuries.

5.5.6. Any vehicle accident where the circumstances are difficult to explain.

**5.6. Minor Traffic Accident Forms.** The following forms are required to be accomplished by responding patrolmen for all minor vehicle accidents:

5.6.1. AF Form 1168, Statement of Suspect/Witness/ Complainant from ALL drivers involved.

5.6.2. Locally devised minor accident worksheet or AF Form 1315 (Major Accident Report), depending on the situation.

5.6.3. SFMIS Report of Incident will be accomplished only if the responding patrol issues a DD Form 1408, Armed Forces Traffic Ticket.

5.6.4. A blotter entry.

## **5.7. Release of Information.**

5.7.1. S5R can release the name and insurance information of those involved in a vehicle accident to involved parties or vehicle owners.

5.7.2. Any driver involved in an accident where it is determined through investigation or witnesses that the drivers behavior is the cause of the accident (i.e. Inattentive driving or two fast for conditions), will have three points assessed to their driving record.

5.7.3. Unit commanders will designate, in writing, personnel authorized to review, retrieve, and sign for reports of command action referencing only those persons assigned to their respective units. These letters must be updated accordingly and maintained on file in the appropriate S5R office. Those authorized may review the SFMIS report, all AF Form's 1168, AF Form 1315, *Major Vehicle Accident Report*, and the driver's records in SFMIS.

## Chapter 6

### PARKING

**6.1. General.** No one will park or leave any vehicle unattended in a manner that constitutes a public nuisance, safety hazard, or impedance to fire, snow, and ice control, police and/or medical operations.

**6.2. Disabled Vehicles.** Refer to paragraph 5.5.1.1. When parked in public areas in excess of 12 hours, disabled vehicles will be classified as abandoned.

**6.3. Handicapped Parking.** Parking for handicapped persons is permitted in designated handicapped parking areas. The handicap decal or permit must be hung on the rearview mirror or clearly displayed in the front windshield.

6.3.1. Local and state-issued handicap decals, placards, signs, etc, will be honored on all Air Force installations.

6.3.2. If issued locally, the handicap parking permit will be valid for use only on U.S. military installations and facilities in the KMC area of responsibility and only for the eligibility dates indicated on the permit.

6.3.3. A permanent handicap parking permit will be valid for a maximum of 4 years from the date of issue. The use of DoD handicapped decals is not authorized in Europe. Locally issued decals are available from Sembach RMV only.

6.3.4. Violators of parking in a handicapped slot will have their driving privileges suspended for 7 days. The appropriate group CC or CD will be responsible for imposing the suspension.

6.3.5. Misuse of handicapped parking decals (i.e. handicapped person not in the vehicle) will result in a suspension of 180 days. The appropriate group CC or CD will be responsible for imposing the suspension.

**6.4. Prohibited Parking Areas.** The following areas are identified as prohibited parking areas:

6.4.1. Within 15 feet of fire hydrant, intersection or pedestrian crosswalk.

6.4.2. Within 45 feet of bus stops.

6.4.3. In designated fire lanes.

6.4.4. More than 18 inches from a curb or roadway edge where curbing does not exist.

6.4.5. Blocking driveways, bollards, intersections, roadways, or parking lanes, include parking on sidewalks.

6.4.6. On the left side of a street facing on-coming traffic.

6.4.7. Double parking.

6.4.8. In a reserved slot designated for the use of another person.

6.4.9. Blocking trash receptacles, specifically, obstructing movement of individuals in the disposal of trash and access by service personnel/vehicles.

6.4.10. In officially designated loading zones during the operating hours of the facility.

6.4.11. On any sharp bend in the road that might prevent another driver's view, impede traffic or otherwise impose a hazard.

6.4.12. Beside or adjacent to a traffic island.

6.4.13. Next to any dividing strip or barrier line on multilane roads.

6.4.14. Failure to display blue parking disk in driver's side window while parked in a time limited parking slot.

6.4.15. Parking Overnight in KMCC customer parking lots is prohibited and immediate towing is authorized (unless vehicle meets specific listed exceptions). Exceptions include:

6.4.15.1. Vehicles with KMCC billeting/AAFES manager/PAX terminal-authorized parking passes.

6.4.15.2. GOV's with TDY placards.

6.4.15.3. Vehicles parked in the lot adjacent to the Macaroni Grill entrance to the KMCC.

## **6.5. Reserved Parking.**

6.5.1. Authorization. The following criteria are considered when requesting reserved parking spaces. At no time will reserved parking authorizations exceed 10 percent of any facility-assigned parking lot (as determined by 86 CEG). Exceptions to this rule must be approved by the Traffic Safety Coordination Group.

6.5.1.1. General officers are authorized a reserved parking space near their primary work center and at service-oriented facilities.

6.5.1.2. To facilitate official government business, key personnel may be authorized reserved parking spaces near their primary work center based upon the number of spaces available, in order of decreasing priority:

6.5.1.2.1. USAFE, Numbered Air Force, Wing commanders, NATO Headquarters Allied Air Command Ramstein (NATO HQAAC Ramstein) military, Civilian Directors, Division Chiefs and Deputies;

6.5.1.2.2. USAFE, Numbered Air Force, and Wing Level Command Chief Master Sergeants;

6.5.1.2.3. Group, and Squadron level commanders and 0-5/0-6 level deputies.

6.5.1.2.4. USAFE, Numbered Air Force, NATO HQAAC Ramstein, Wing, Group, and Squadron level chief enlisted managers.

6.5.1.2.5. Diamond-wearing First Sergeants.

6.5.1.3. At service facilities, unless identified for a specific individual, parking spaces identified for active duty/retirees (including reserve/guard on orders) generals, colonels, chief master sergeants/sergeant majors will only be used by authorized persons or their spouses. All other family members/guests will not use these spaces unless the authorized member is present in the vehicle.

6.5.1.4. Service facilities are authorized reserved parking for visitors or customers provided the 10 percent rule is not violated.

6.5.1.5. Facilities are authorized reserved parking for GOVs provided the 10 percent rule is not violated. Efforts to locate GOV spots away from facility entrances should be made.

6.5.1.6. Reserved parking spaces for handicapped individuals are not included in the facilities' 10 percent count when considering reserved parking spaces.

6.5.1.7. Reserved parking that is not authorized includes, but is not limited to: monthly award winners, detachment commanders, managers, superintendents, warrant officers, chiefs and flight commanders.

6.5.1.8. Permanent Distinguished Visitor (DV) spots are not authorized. Temporary stanchions for DV parking can be requested and used when needed.

6.5.1.9. Sign color and lettering shall conform to the current edition of the KMC Architectural Compatibility Guide (86 CES/CEP). Use of names or titles is discouraged due to frequent changes, instead use office symbol and an internal assignment numbering system (e.g. JA-1, JA-2, etc).

6.5.1.10. Time-limited parking spaces at service facilities and facilities with customer service functions that support a significant portion of the base population will be evaluated for number of spaces and time limit on a case-by-case basis.

6.5.1.11. Any parking located behind locked or otherwise entry-controlled facility access boundaries (e.g. 201 compound, NATO HQAAC Ramstein parking garage) is excluded from management of this policy by and parking reservations will be managed locally.

6.5.2. Reserved Parking Spot Signs: The only authorized reserved parking signs are metal with a "Park Service" brown dark shade background and white lettering spelling out the unit and office symbol or standard abbreviation. These signs are fastened to the vertical curb face, on metal posts, or on a facility wall (in areas without curbs or adequate ground space for a post). Nonstandard signage and painting on curbs are not authorized. Units who have nonstandard signs or painting on curbs are required to remove signs and paint and submit a request for proper signage.

#### 6.5.3. Requests For Reserved Parking:

6.5.3.1. All Air Force facility managers will complete an AF Form 332, *Base Civil Engineer Work Request*, with justification and two diagrams of the parking lot (one with existing slots and one with requested slots) to the coordinating office. For all work requests, the initial stop for all personnel is the 786 CES/CEK. The coordinating offices will submit requests to the Traffic Safety Coordination Group (TSCG) for approval.

6.5.3.2. If approved, the request will be returned to the originator who will keep a copy of the approval. The 786 CES will then process the AF Form 332.

6.5.3.2.1. Consideration will be given at each facility for motorcycle, visitor, and customer parking. In the interest of relieving base traffic congestion, car pool parking should also be considered. Bicycle racks can be placed at each facility versus using parking spaces for bicycles.

**6.6. Recreational Vehicles.** Recreational vehicles will be parked in the designated camper/trailer parking area located on Kapaun AS. On Ramstein AB, operators may park in the old Base Exchange (BX) parking lot only when flying out of the Passenger (PAX) terminal and given a parking pass from PAX personnel. The owner is responsible for ensuring the camper/trailer is registered, roadworthy, not in disrepair, and owner name and contact information is displayed. Operators will follow local national laws when parking off base.

**6.7. Non-Operative Vehicle Parking.** Vehicles registered in non-operative status are expressly forbidden from being parked in any areas on base.

**6.8. Long-Term Parking.** Personnel requesting to park their vehicle in their unit/squadron's respective parking areas may do so, with authorization of the unit commander.

**NOTE:** The vehicle keys must be left with an individual in the unit, i.e. First Sergeant, in the event the vehicle is directed to be moved.

6.8.1. All TDY/deployed personnel must maintain vehicle registration and insurance while the vehicle is parked.

**NOTE:** All individuals who park their vehicles for long-term purposes (i.e. deployments, TDY, extended leave, etc.) must leave, in plain view, a Point of Contact (POC) name and number, in the event the vehicle needs to be moved.

6.8.2. Personnel who are TDY or on extended leave may park their vehicles at off-base locations, providing the vehicle is:

6.8.2.1. On private property owned or rented by the vehicle owner and the vehicle is screened from public view.

6.8.2.2. At local garages and warehouses when written permission is obtained from the property owner.

**6.9. Vehicle For-Sale Lot.** Vehicles may be placed in the For-Sale Lot under the following conditions:

6.9.1. The only authorized lots to park vehicles for sale will be designated by the 86 CEG/CC, 86 MSG/CC, or USAG-K Commander. Vehicles must be legally parked in these areas. The "For Sale" lot may be used by personnel who are assigned and work in the KMC (US military, NATO Head Quarters Allied Air Command Ramstein (NATO HQAAC Ramstein and Allied Air Forces, Central Europe (AAFCE)). Additionally, USAREUR-plated vehicles belonging to persons outside of the KMC may be permitted to park on the lot when space is available. The use of dealer plates in the "For Sale" lot is prohibited. 86th Services Squadron Outdoor Recreation (86 FSS/SVRO), is the POC for the RAB "For Sale" lot and will issue and control all permits.

6.9.2. The owner or agent has displayed the approval paperwork from 86 FSS/SVRO in the interior of the vehicle that is clearly visible from the exterior of the vehicle.

6.9.3. Vehicles placed in the For-Sale Lot are limited to 30 days. Once the time limit is up the owner or agent must either renew the approval paperwork with Services, or remove the vehicle from the For-Sale Lot.

6.9.4. Maintenance will not be performed in the For-Sale Lot.



6.9.5. Vehicles parked in the For-Sale Lot will be properly registered operational, to include current insurance.

6.9.6. Vehicles will be towed at the owner's expense if the above procedures are not followed.

6.9.7. Individuals may post "For Sale" signs in/on their vehicles during day-to-day operations and activities. However, these vehicles are not authorized to be parked in excess of 24 hours.

**6.10. Limited Time Parking Areas.** For these areas on the installation, vehicle operators are required to display a blue parking disk in the driver's side windshield of their vehicle. The time disk will be set to the time in which the driver parked their vehicle. Vehicle operators will be held to the time standard set forth within the specified parking lots. Vehicles violating this time period will be cited as a non-moving violation.

## Chapter 7

### PARKING MONITOR PROGRAM

**7.1. Purpose and Scope.** The Parking Monitor program assists local Security Forces/Military Police by citing parking violators in the immediate vicinity of their facility. Failure to follow established procedures outlined in this instruction may lead to removal from the Parking Monitor Program. Select Parking Monitors (E-5 or above) may be authorized by their commanders to issue traffic tickets for certain non-moving violations.

7.1.1. The 86 SFS/S5L has the responsibility of training Parking Monitors within the confines of Ramstein Air Base, and the 569 USFPS/S5L has the responsibility of training Parking Monitors for all other KMC Air Force installations. The appropriate S5L office is responsible for providing Traffic Ticket Books and Abandoned Vehicle Notices to appointed Parking Monitors. Each S5L office will also maintain current unit delegation letters on file.

7.1.2. A facility manager may, in writing, request to be appointed as a parking monitor to write parking traffic tickets only at their facility. Only two parking monitors are authorized per facility. Facility managers must submit the appointment letter to the appropriate S5L for training. Family Housing Area Leaders or Building Leaders issue traffic tickets within their assigned areas. Parking monitors must have at least one (1) year retainability in order to be appointed.

**7.2. Selective Enforcement.** Parking Monitors will not practice selective enforcement. Parking Monitors will only issue traffic tickets for areas under the control of their commander.

**7.3. Parking Traffic Tickets.** Traffic tickets issued by Parking Monitors are accountable items. Parking Monitors should not issue a traffic ticket if there is any doubt about whether the traffic ticket should be issued.

7.3.1. Any traffic ticket that is requested to be voided due to an administrative error will be returned to S5L and forwarded to the S5R section with a concise typed letter annotating why the traffic ticket is to be voided. **DO NOT** throw the traffic ticket away.

7.3.2. Parking Monitors will only issue parking traffic tickets in the parking lot(s) for which they are authorized. They will not issue traffic tickets in parking lots where they have no jurisdiction or authority. The appropriate S5L will brief Parking Monitors on their area of responsibility and will ensure traffic tickets issued are issued in the assigned area of responsibility.

7.3.2.1. When issuing DD Form 1408, the Parking Monitor will write special instructions on the back of the pink copy for the violator, to contact SFS/S5R if he/she wishes to rebut the traffic ticket. The violator will notify their Commander or First Sergeant within 24 hours or next duty day.

7.3.2.2. If violators wish to rebut a Parking Monitor's ticket, he/she will have 5 duty days of receipt of the traffic ticket to contact the Security Forces Administration and Reports Branch (SFS/S5R) in person, to rebut the traffic ticket. SFS/S5R will obtain a written statement from the Parking Monitor who issued the traffic ticket for inclusion in the rebuttal package.

7.3.2.3. Parking Monitors will turn in the traffic ticket to the 86 SFS/S5L, where missing data in sections 1-10 will be filled in. The 86 SFS/S5L will forward the traffic ticket to the SFS/S5R for processing.

7.3.2.4. Traffic Tickets that are incomplete or were written by personnel not designated as Parking Monitors will not be processed and will be returned to the unit.

#### **7.4. (DELETED) DELETED**

**7.5. Abandoned Vehicle Notices.** Parking Monitors may issue DD Forms 2504, *Abandon Vehicle Notices*, as well as traffic tickets, for vehicles violating the 72 hour rule described in paragraph 4.10.1.3.1. If an Abandoned Vehicle Notice is issued, a traffic ticket will be issued with it and titled "Abandoned Vehicle/Overtime Parking."

**7.6. Completion of the Traffic Ticket.** Parking Monitors will follow these instructions when completing the DD Form 1408.

7.6.1. White copy:

7.6.1.1. Complete all of sections 8-13.

7.6.1.2. In section 14 "Other Violations (Describe)" annotate "See Remarks."

7.6.1.3. In Section 14 "Parking", "X" the appropriate block that pertains to the violation.

7.6.1.4. In section 15 "Remarks", annotate the specific violation and, if issued for being parked overtime, include the time the vehicle was first chalked or observed.

7.6.1.5. In Section 16 "NAME OF PERSON ISSUING TICKET", print the entire first, middle initial and last name of the Parking Monitor issuing the traffic ticket.

7.6.1.6. In Section 17 "ORGANIZATION/INSTALLATION," print the Parking Monitor's unit and APO number.

7.6.1.7. In Section 18 "RANK/GRADE", print the current rank or pay grade of the Parking Monitor.

7.6.2. Yellow copy. There are four questions, which must be answered. The questions are printed on top of each yellow copy.

7.6.2.1. "Any other hazard, which increased the seriousness of the violation." Annotate any hazard such as hindering the flow of traffic, blocking the flow of traffic, etc., otherwise annotate "N/A"

7.6.2.2. "Where violation was first observed and where contact was made." Self-explanatory.

7.6.2.3. "Total distance traveled during pursuit." Annotate "N/A."

7.6.2.4. "Condition, attitude and instructions to violator." Condition and attitude will only be completed if the Parking Monitor has personal contact with the vehicle operator when issuing the traffic ticket. "Instructions to violator" will always be "Report violation to First Sergeant or Commander within 24 hours or next duty day."

7.6.2.5. Witnesses. Print rank and full name of any witnesses who observed the violation. Witnesses need not be Parking Monitors or active duty military members.

7.6.2.6. Vehicle Defects. If any vehicle defects are observed, annotate them in this section. This is particularly important for abandoned vehicles. If no vehicles defects are observed, annotate "None noted".

7.6.3. Pink copy. Once completed, this copy will be detached and placed underneath the driver's side windshield wiper blade. For motorcycles, roll the pink copy head to foot and staple it together around a handbrake cable, ensuring it is visible to the vehicle owner.

7.6.3.1. "X" all three blocks in the upper left corner.

7.6.3.2. Print clearly in the "Special Remarks" column: "Report this violation to your First Sergeant or Commander within 24 hours or next duty day." In addition to any other special instructions written on the back of the Yellow Copy.

**7.7. Processing Traffic Tickets.** Once the traffic ticket is issued, the Parking Monitor will hand deliver the stapled white and yellow copy of the traffic ticket to the appropriate S5L within 24 hours from the date of issue or the following duty day, if issued on a weekend or holiday. S5L will validate and process the traffic tickets and forward to the appropriate S5R. The pink copy of the traffic ticket will be attached to the vehicle as described in Para 7.6.3. Do not forward traffic tickets through the Base Information Transfer Service (BITS).

**7.8. Warning Traffic Tickets.** Parking Monitors will not issue warning traffic tickets.

**7.9. Abandoned Vehicles.** Vehicles will be cited as abandoned IAW the procedures outlined in paragraph 4.10.1.4. above. Parking monitors may contact Security Forces for assistance.

## Chapter 8

### MISCELLANEOUS

#### 8.1. Vehicle Security and Safety.

8.1.1. Mechanical standards: Vehicle operators will comply and follow the requirements for POV mechanical standards IAW AE 190-1/USAFE 31-202, Section II, paragraph C-5 - C-27.i.

8.1.1.1. No USAREUR-plated vehicle will have any type of after-market lighting on the vehicle (interior or exterior) with the exception of fog lights to be used when weather conditions allow. This includes running lights (lighting under the vehicle body and in wheel wells), windshield washer reservoir lights on the hood, strobe lights inside the vehicle, lighted dashboard ornaments, etc.). Violators will be cited with a non-moving traffic ticket.

8.1.2. Unattended vehicle. The operator of a motor vehicle leaving the vehicle unattended will place the transmission in gear or park position, set the emergency brake, remove the ignition key and secure all locking devices to include windows.

8.1.3. Driving in reverse: Drivers will not drive in reverse unless it is safe to do so and does not interfere with other traffic.

8.1.4. Obstructing the driver's view: Drivers will not operate vehicles if cargo or passengers obstruct the driver's view or the driver's control of the vehicle.

8.1.5. Maximum passengers: Vehicle will only carry the number of passengers for which there are permanently installed seat belts.

8.1.6. Secure loads: Drivers will not move vehicles unless cargo in or on the vehicle is secured and will not fall. If transporting cargo in the bed of the truck, operators must place straps in such a way that each item is physically restrained by the straps. This will ensure that no cargo items are lifted out of the bed of the truck and cause an accident or damage to property.

8.1.7. Opening vehicle doors. Doors of vehicles will only be opened when it is safe and only when it will not interfere with the movement of other traffic. Doors will remain open only to allow the loading/unloading of passengers/parcels.

8.1.8. Use of jacks and jack stands: A vehicle lifted for repairs must be supported by jack stands or safety stands except during tire changes. While on jacks, jack stands, or safety stands, a vehicle will not be left unattended and the wheels remaining on the ground will be blocked.

8.1.9. Vehicle emissions/smog alert: It is the responsibility of all vehicle operators to mechanically maintain their vehicle in such a manner as to prevent any unnecessary vehicle emissions. Any vehicle emitting excessive vehicle emissions can be cited and the owner is required to repair the vehicle or register it non-operational.

8.1.10. Major vehicle repairs. Repairs causing the vehicle to be disassembled or causing the vehicle to be inoperative for more than eight hours will not be performed on RAB/VFH, in

base housing, or in Government Leased Housing (GLH) unless it is being performed in an area designated for that purpose such as the Auto Hobby Shop or Army & Air Force Exchange Service (AAFES) Garage. Whenever repair work is accomplished, all environmentally hazardous fluids (transmission fluid, oil, anti-freeze, wet cell batteries) will be captured and disposed of in a designated area, such as the Auto Hobby Shop or Services Vehicle Junkyard. At no time will these fluids be allowed to absorb into the ground, dumped into dumpsters, or be stored in a non-designated area (such as a maid's room). Any personnel performing major vehicle repairs on the installation in other than the approved designated area will be cited with a DD Form 1408 Traffic Ticket for a non-moving violation.

8.1.11. Vehicle occupants will not throw any type of foreign objects from the vehicle, (i.e. cigarette butts, trash), while the vehicle is either stopped or in motion. Violators of this rule will be cited with a DD Form 1408 Traffic Ticket for a non-moving violation.

8.1.12. Traffic control devices placed by competent authority (Security Forces/Civil Engineers) will be accepted as authorized and will be obeyed.

8.1.13. No unauthorized person shall erect any sign, signal, markings, or device which resembles an official traffic control device. No person shall alter, deface, reposition, redirect, knock down, or otherwise remove any official control device, to include parking signs.

8.1.14. Blood chemical tests on samples collected from local American military medical facilities or local national police are also authorized under circumstances warranting their use.

8.1.15. Minors (persons under 18 years old) operating a vehicle are prohibited from transporting alcoholic beverages on military property in the KMC.

8.1.16. Making unnecessary noise with motor vehicles, such as racing engines or driving in low gear at high revolutions per minute and purposefully breaking traction is prohibited.

8.1.17. Amplified noise or music transmitted from a motor vehicle will not exceed a volume that can be heard from more than 10 feet away. Violators of this rule will be cited with a DD Form 1408 Traffic Ticket for a non-moving violation.

8.1.18. All vehicle operators will conduct a FOD check on all tires of their vehicles before entering flight line areas, upon both first arrival and upon each successive entry.

**8.2. Fix-It Traffic Tickets.** Security Forces personnel will conduct visual checks of motor vehicles to detect obvious safety defects. The operator of vehicles with defects will be issued a warning traffic ticket with instructions to:

8.2.1. Repair the defect(s) and return to the issuing units BDOC within seven calendar days. If a defect cannot be repaired within seven calendar days (a part needs to be ordered from elsewhere), the vehicle operator must show proof that the repair process has been initiated (an invoice or receipt showing the repair part is on order). If the defect has been repaired, the pink copy of the traffic ticket will be taken from the driver and discarded.

8.2.1.1. Those individuals who fail to have the defect fixed within seven calendar days are guilty of failure to comply with mechanical standards. The traffic ticket will be forwarded to unit commander, first sergeant, or base support manager for action. Two points will automatically be assessed to the individual's driving record.

8.2.1.2. Vehicle Operators are responsible for displaying fix-it traffic tickets in the windshield of their vehicle so it cannot be mistaken as an abandoned vehicle.

**NOTE:** Drivers who operate a vehicle with a major safety defect are subject to confiscation of their USAREUR license plates and prosecution under Article 92, UCMJ for Failure to Obey and Order or Regulation.

8.2.1.3. Traffic tickets issued to personnel for a defective vehicle and labeled as a “fix-it traffic ticket” will not be forwarded by S5R to their respective commander for action or review if the defect is repaired within seven calendar days and all administrative requirements are met by the vehicle operator or owner.

8.2.1.4. It is the driver's responsibility to ensure violations are corrected and registration is current.

**8.3. Unattended Children.** IAW the KMC Child Supervision Policy Matrix, children up through nine years of age will not be left in the vehicle unattended at any time. Children ages 10 and 11 may be left unattended if the keys are removed and there is access to a responsible adult in the event of an emergency (cell phone, etc.). Only children aged 12 and above may be left unattended with children under the age of 12 and access to an adult.

**8.4. Unattended Pets.** Pets will not be left unattended in a vehicle for more than 30 minutes. Weather permitting, whenever a pet is left in a vehicle, at least two windows will be slightly lowered to allow for ventilation. When the outside ambient temperature exceeds 80 degrees Fahrenheit, pets will not be left in vehicles.

**8.5. Running and Jogging.** The following guidelines govern running formations and joggers that utilize base roadways. These procedures will be adhered to:

8.5.1. Personnel running in pairs or in a small group will run in single file formations and should run facing traffic.

8.5.2. On RAB, running formations are prohibited on primary traffic routes on the installation.

8.5.2.1. Running formations will not exceed two files with the formation width not crossing the centerline.

8.5.2.2. The formation will have road guards wearing reflective vests at the front and the rear of the formation and will have flashlights during hours of darkness and reduced visibility.

8.5.2.3. Running on the perimeter road in the vicinity of the MSA is prohibited.

8.5.3. Cadence calls are permitted only between the hours of 0700 until 1800 when near the base housing or dormitory areas.

8.5.4. Vehicle operators will not yell or shout abusive language, names, or behave in an erratic manner when passing running formations. Violations will result in accordance with moving violations (e.g. loud noise complaint).

8.5.5. Drivers passing a formation (from either direction) must provide at least one-meter clearance and may not exceed 8 kph (5 mph). Drivers will practice safe driving when passing these formations.

## 8.6. Transporting Privately Owned Firearms (POF).

8.6.1. POFs may be carried only if in possession of a valid Waffenbesitzkarte (WBK):

8.6.1.1. While hunting when in possession of a valid German hunting license (Jagdschein) and a Waffenbesitzkarte AE Form 190-6B, *Privately Owned Firearm Registration Card*, for the weapon.

8.6.1.2. While traveling to and from or participating in a lawful sporting or range firing event. The event must be one authorized by appropriate German or American authorities.

8.6.1.3. While traveling to and from a repair shop.

8.6.1.4. While traveling to and from the registration office when in possession of one of the following:

8.6.1.4.1. An AE Form 190-6A, *Firearms Retention Authorization*.

8.6.1.4.2. A valid AE Form 190-6B, *Privately Owned Firearm Registration Card*.

8.6.1.4.3. An approved AE Form 190-6D, *USAREUR Application for Registration of a Firearm*.

8.6.1.5. While traveling to a new duty station in Germany.

8.6.1.6. While traveling from the place of purchase or place of authorized sale.

8.6.1.7. Exceptions: If in possession of a valid WBK or Jagdschein, a hunter may borrow a firearm. Borrower will have a signed note from the lender specifying the period of loan.

8.6.2. Except while actually using firearms for hunting and sporting purposes, carrying is permitted only if the weapon is:

8.6.2.1. Unloaded and in an approved carrying case/container.

8.6.2.2. Not concealed on the person in a manner that will prevent exposure to public view.

8.6.2.3. Not within reach of a driver or passenger of a motor vehicle.

8.6.2.4. Ammunition is stored in a separate compartment of the vehicle (i.e. weapon in trunk, ammo in passenger compartment).

## 8.7. Inclement Weather Road Conditions.

8.7.1. The 569 USFPS/IDOC or 86 SFS/BDOC will notify the 86 MSG/CC of adverse road conditions and recommend a Road Conditions (ROADCON) change as soon as a report on local conditions is available from patrolmen. The 86 SFS is responsible to check Ramstein Air Base roads. The 569 USFPS is responsible to check other KMC-AF installations that include the following: Vogelweh, Vogelweh Housing, Kapaun, Einsiedlerhof, Warrior Preparation Center and Delta Base.

8.7.2. 86 MSG/CC will determine which road condition to implement and will contact the 86 AW Command Post (CP), who will alert 86 AW/PA and other required personnel and agencies. 86 AW/PA will make proper updates to the RAB Winter Weather Information Site for KMC personnel to reference. The site is located at



<http://www.ramstein.af.mil/weatherinfo.asp>. 86 AW/CP will contact the 21 TSC Commander and USAG-K Commander and advise them of the road conditions. In the event of heavy snow fall, the 569 USFPS/IDOC or 86 SFS/BDOC will contact the 86 MSG/CC as soon as a report on local road conditions is available from patrolmen.

## **8.8. Road conditions.**

8.8.1. Green- Normal driving conditions.

8.8.2. Amber – Roads vary from mild to severe. All vehicles are to exercise caution. One or more of the following may apply ; packed snow, snow slush, snow less than 4 inches, black ice, visibility is 20 to 50 meters (65 to 164 feet), and the temperature is -1 to 2 degrees Celsius (30-35 degrees Fahrenheit).

8.8.3. Red – Roads are very hazardous. GOV driving off base/post is limited to emergency and mission essential driving. Individuals are discouraged from driving POVs unless absolutely necessary. Use extreme caution. One or more of the following may apply: snow drifts, snow greater than 4 inches, sheets of ice, visibility less than 20 meters (65 feet), and temperatures less than -1 degree Celsius (30 degrees Fahrenheit).

8.8.4. Black – Roads are extremely hazardous to dangerous. GOV driving off base/post is at the discretion of the owning commander. POVs should not be on the road. One or more of the following may apply: roads have heavy snow drifts, more than 8 inches of snow, extreme sheets of ice, visibility less than 15 meters (50 feet), and temperatures less than -12 degrees Celsius (10 degrees Fahrenheit).

**|** PATRICK X. MORDENTE, Brigadier General, USAF  
Commander

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

DOD 4160.21-M, *Defense Materiel Disposition Manual*, August 1997

DOD 6055.04 *DoD Traffic Safety Program*, 20 April, 2009, Incorporating through Change 1, 02 April 2010

AFI 31-218(I), *Motor Vehicle Traffic Supervision*, 22 May 2006

AFMAN 31-116, *Air Force Motor Vehicle Traffic Supervision*, 09 May 2012

AFMAN 33-363, *Management of Records*, 01 March 2008

AFI 91-207, *US Air Force Traffic Safety Program*, 27 Oct 2011

USAFEI 31-202/USAREUR Regulation 190-1, *Driver and Vehicle Requirements and the Installation Traffic Code for the U.S. Forces in Germany*, 13 August 2013

***Adopted Forms***

AE Form 190-1AA, *Application For Motor Vehicle Registration and Allied Transactions*, 01 Sep 2008

AE Form 190-1K, *Report of Administrative Action*, 12 Jan 2008

AE Form 190-6A, *Firearms Retention Authorization*, 01 July 2006

AE Form 190-6B, *Privately Owned Firearm Registration Card*, 11 Jan 1987

AE Form 190-6D, *USAREUR Application for Registration of a Firearm*, 01 July 2006

AF Form 332, *Base Civil Engineer Work Request*, 01 Jan 1991

AF Form 1168, *Statement of Suspect/Witness/ Complain*, 01 April 1998

AF Form 1315, *Major Vehicle Accident Report*, 01 July 1994

DD Form 788, *Private Vehicle Shipping Document for Automobile*, 01 Sept 1998

DD Form 1408, *Armed Forces Traffic Ticket*, 01 Dec 1987

DD Form 2504, *Abandon Vehicle Notices*, May 2000

DD Form 2505, *Authorization for Removal of Vehicle*, May 2000

DD Form 2506, *Vehicle Impoundment Report*, May 2000

DD Form 2507, *Notice of Vehicle Impoundment*, May 2000

***Abbreviations and Acronyms***

**AAFCE**—Allied Air Forces, Central Europe

**AAFES**—Army & Air Force Exchange Service

**ADAPT**—Alcohol & Drug Abuse Prevention & Treatment

**AF**—Air Force

**AFMAN**—Air Force Manual  
**AFRIMS**—Air Force Records Management System  
**ANSI**—American Standard Institute  
**AT/FP**—Anti-Terrorism/Force Protection  
**ATV**—All Terrain Vehicle  
**AVM**—Abandoned Vehicle Monitor  
**AW**—Air Wing  
**BAC**—Blood-Alcohol Content  
**BDOC**—Base Defense Operations Center  
**BITS**—Base Information Transfer Service  
**BX**—Base Exchange  
**CC**—Commander  
**CD**—Deputy Commander  
**CEG**—Civil Engineering Group  
**CES**—Civil Engineering Squadron  
**CSF**—Chief, Security Forces  
**CP**—Command Post  
**DoD**—Department of Defense  
**DoDDS**—Department of Defense Dependent Schools  
**DOT**—Department of Transportation  
**DUI**—Driving Under the Influence  
**DV**—Distinguished Visitor  
**DWI**—Driving While Impaired  
**EAS**—Einsiedlerhof Air Station  
**ECE**—Economic Commission for Europe  
**ELVIS**—Enhanced Large Vehicle Inspection Site  
**FOD**—Foreign Object Damage  
**FSS**—Force Support Squadron  
**GE**—Germany  
**GLH**—Government Leased Housing  
**GOV**—Government Vehicle  
**IAW**—In Accordance With

**KAS**—Kapaun Air Station

**KMC**—Kaiserslautern Military Community

**KMCC**—Kaiserslautern Military Community Center

**KPH**—Kilometers Per Hour

**MPH**—Miles Per Hour

**MSA**—Munitions Storage Area

**MSG**—Mission Support Group

**NATO HQ AAC Ramstein**—North Atlantic Treaty Organization Headquarters Allied Air Command Ramstein

**OPR**—Office of Primary Responsibility

**PAX**—Passenger

**POC**—Point of Contact

**POF**—Privately Owned Firearms

**POV**—Privately Owned Vehicle

**RV**—Recreational Vehicle

**RAB**—Ramstein Air Base

**RDS**—Records Disposition Schedule

**RMV**—Registry of Motor Vehicles

**ROADCON**—Road Condition

**SA**—Sembach Annex

**SE**—Safety

**SFS**—Security Forces Squadron

**SK**—Sembach Kaserne

**S5BV**—569 USFPS Vehicle Registration Office

**S5P**—Plans and Programs

**SFMIS**—Security Forces Management Information System

**SOFA**—Status of Forces Agreement

**TSCG**—Traffic Safety Coordination Group

**TDY**—Temporary Duty

**UCMJ**—Uniform Code of Military Justice

**USAFE**—United States Air Force in Europe

**USAG**—K - United States Army Garrison-Kaiserslautern

**USAREUR**—United States Army Europe

**USFPS**—United States Forces Police Squadron

**VAS**—Vogelweh Air Station

**VFHA**—Vogelweh Family Housing Area

**VRS**—Vehicle Readiness Squadron

**WBK**—Waffenbesitzkarte

### *Terms*

**Abandoned Vehicle**— Vehicles that have been stationary for an extended period and vehicles missing license plates or other evidence of ownership are vehicles that will become officially “abandoned vehicles”.

**Bicycle**— Vehicle having two wheels in tandem, propelled by human power using foot pedals.

**Crosswalk**— Any portion of a roadway, at an intersection or elsewhere, distinctly marked for pedestrian crossing by lines, or other markings on the roadway surface.

**Divided Road**— A road that is divided into two or more clearly marked lanes for vehicular traffic.

**Driver**— A person in actual physical control of a motor vehicle, including motorcycles, motor scooters, and mopeds, or exercising control over or steering a towed vehicle.

**Driving on Suspension or Revocation**— Operating a motor vehicle while driving privileges are suspended or revoked.

**Indecent and Obscene Material**— Written or graphic material that is considered indecent because it describes or depicts sexual or excretory activities or organs in terms or in a way that is patently offensive as measured by contemporary standards. Such material is obscene if, taken as a whole, the material appeals to prurient interest in sex; is offensive because it affronts contemporary community standards relating to the description or representation of sexual matters, and is utterly without redeeming social value.

**Intersection**— A place where two or more streets meet. The junction of an alley or driveway with a street or highway is not an intersection.

**Motorcycle**— A vehicle designed to travel with no more than three wheels in contact with the ground. Include in this category are mopeds, motor scooters, mo-kicks, and motorbikes propelled by an engine.

**Motor Vehicle**— Is every vehicle which is self-propelled or propelled by electric power.

**Moving Violation**— A violation of any traffic law, ordinance, or directive while operating a vehicle.

**Non—Moving Violation** - A violation of the RAB Traffic Code when the vehicle is not in motion, such as parking violations, excessive noise violations , major vehicle repairs, and abandoned vehicles.

**Non—Moving Violation Suspension** - A suspension of driving privileges not to exceed 6 months for an individual who accumulates three non-moving violations within a 12-month period.

**Open container**— any bottle, can, or container from which the seal has been broken, or the contents partially removed.

**Parking**— To bring a vehicle to a stop and keep it at the edge of a public way; to leave temporarily the vehicle on a public way or in a parking lot or garage.

**Pedestrian**— A person on foot.

**Ready possession**— means located in the passenger compartment of the vehicle accessible to the driver or any passengers.

**Revocation**— The revoking of driving privileges both on and off the installation. Revocations will last one year or more. Additionally, privileges will not automatically be reinstated at the completion of the revocation period. Individuals must petition for reinstatement of driving privileges following a revocation.

**Right-of-Way** - A precedence in passing afforded to one vehicle over another by custom, decision, or statute; the legal right of traffic to take precedence; the legal right to take precedence over others.

**Small Child**— Child under 12 years of age.

**Suspending Authority**— 86th Mission Support Group Commander or Deputy (86 MSG/CC, CD) for offenses on Ramstein Air Base (RAB) and for offenses on installations under the control of the 86 AW and for off-base offenses in the Kaiserslautern Military Community (KMC).

**Suspension**— Not to exceed one year, the temporary withholding of driving privileges. These privileges can be suspended both on and off base, dependent on the severity of the individual's actions and governing regulations. For alcohol-related suspensions only, a request for reinstatement must be submitted prior to privileges being returned to the individual.

**Stop**— Complete cessation of movement.

**Traffic Control Devices**— Signs, signals, and markings used by the authorities to regulate, warn or guide traffic.

**Unlicensed Person**— Any person who failed to accomplish the prescribed requirements to obtain a valid vehicle operator's license for the vehicle they are operating.

**Unreasonable period of time**— In excess of 24 hours in public parking lots (Army/Air Force Exchange Services, Post Office, Bowling Center etc.), unless otherwise approved by the appropriate authority.

**Vehicle**— Any form of land transportation by which any person or property may be transported upon a highway.

**Attachment 2**

**EXAMPLE OF TRAFFIC TICKET REBUTTAL**

MEMORANDUM FOR 86 MSG/CD

FROM: DOE, JOHNNY W., 123-34-5678, 123 ABW

SUBJECT: Traffic Citation Rebuttal

1. I am rebutting citation #C123456, illegal parking/handicapped space. On 18 Aug 02, I operated my green in color, Honda Civic, License plate #AA-000. I was running a little late and chose to park in a handicapped parking space in front of the Post Office. I was only parked there for a short time, and I did not think it would matter at 0230 in the morning. The parking lot was empty, and I honestly believed this short period of time would not hinder anyone. I am requesting the citation be voided and cleared from my driving record. Thank you.

2. If you have any questions feel free to call me at 480-XXXX.

JOHNNY W. DOE, SrA, USAF  
Security Forces Member

1st Ind, 131 AS/CC

MEMORANDUM FOR 86 MSG/CD

Concur/Non-concur

JOHN E. APPLESEED, Lt Col, USAF  
Commander

**Attachment 3****EXAMPLE OF REQUEST FOR ADMINISTRATIVE HEARING**

MEMORANDUM FOR 86 MSG/CD

FROM: DOE, JOHNNY W., 123-34-5678, 123 ABW

SUBJECT: Administrative Hearing for (XXXXXXX)

1. I am disputing my driving suspension of XX days for xxx. On 18 Aug 02, I operated my green in color, Honda Civic, License plate #AA-000. I was running a little late and chose to park in a handicapped parking space in front of the Post Office. I was only parked there for a short time, and I did not think it would matter at 0230 in the morning. The parking lot was empty, and I honestly believed this short period of time would not hinder anyone. I am requesting the suspension be voided and cleared from my driving record. Thank you.

2. If you have any questions feel free to call me at 480-XXXX.

JOHNNY W. DOE, SrA, USAF  
Security Forces Member

1st Ind, 131 AS/CC

MEMORANDUM FOR 86 MSG/CD

Concur/Non-concur

JOHN E. APPLESEED, Lt Col, USAF  
Commander



## Attachment 4

## EXAMPLE OF 86 AW REQUEST FOR REINSTATEMENT LETTER

MEMORANDUM FOR 86 MSG/CD  
86 SFS/S5R

FROM: RANK JOHN A. DOE, SQD

SUBJECT: Request for Reinstatement of Driving Privileges.

1. I am requesting reinstatement of my USAREUR driving privileges. On XX September XXXX, my driving privileges were suspended for a period of XX months/years for driving under the influence/speeding 20 kph over the posted speed limit/etc. State lesson learned from experience (i.e., I have learned a valuable lesson about the danger of drinking and driving. I understand that I not only risked the safety of myself, but to all others in my community as well. I have also obtained a new found knowledge of the consequences to not having transportation.) State when ADAPT Program class/USAREUR driver's exam was completed (if applicable). Your consideration regarding this request is greatly appreciated.
2. If you have any questions, please contact me at (phone number).

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JOHN A. DOE, SrA, USAF

1st Ind, (First Sergeant or Supervisor for Civilians)

MEMORANDUM FOR (Unit Commander)

Concur/Non-concur  
(Statement of First Sergeant if non-concur)

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(First Sergeant), USAF  
First Sergeant

2nd Ind, (Unit Commander)

MEMORANDUM FOR 86 MSG/CD

Concur/Non-concur

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(Unit Commander), USAF  
Commander

**Attachment 5****EXAMPLE OF 86 AW REQUEST FOR RESTRICTED DRIVING PRIVILEGES  
LETTER**

MEMORANDUM FOR 86 MSG/CD  
86 SFS/S5R

FROM: Amn John Doe Unit/Office Symbol

SUBJECT: Request for Restricted (POV) (GOV) Driving Privileges.

1. I am requesting restricted reinstatement of my POV/GOV driving privileges. State reason for request based on expiration of revocation period. State mission impact due to driving/not driving and duty position. Your consideration regarding this request is greatly appreciated.
2. If you have any questions, please contact me at (phone number).

JOHN DOE, Amn, USAF  
Unit/Office Symbol

1<sup>st</sup> Ind, Unit CCF

Concur/Nonconcur (Statement of First Sergeant as to why concur/nonconcur)

NAME, RANK, USAF  
First Sergeant, Unit

MEMORANDUM FOR 86 MSG/CC

2nd Ind, Unit CC

Concur/Nonconcur

NAME, RANK, USAF  
Commander, Unit